



**ROCKFORD BOARD OF EDUCATION  
INVITATION FOR BID ON SUPPLIES, MATERIALS, EQUIPMENT OR SERVICES  
FOR SCHOOL DISTRICT NO. 205  
ROCKFORD, ILLINOIS**

IFB No.        **17-30 Guilford High School Tennis Court Improvements**

DATE:         **Thursday, February 9, 2017**

RE:            **ADDENDUM NO. 1**

---

To All Bidders:

Attached are modifications, clarifications and/or corrections for the Project Manual and are hereby made a part of the contract documents. Please attach this addendum to the Project Manual(s) in your possession. Please note the receipt of this addendum on the bid form. Bidders shall review changes to all portions of this work as changes to one portion may affect the work of another.

**If you plan to hand deliver your IFB submission on the due date, please note you must check in on the 3rd floor prior to coming to the bid opening. Please allow time for this as late submission will not be accepted.**

**BID OPENING WILL BE CHANGED FROM FRIDAY, FEBRUARY 17, 2017 TO TUESDAY, FEBRUARY 21, 2017 AT 2:00 P.M. (CST) IN THE 6<sup>TH</sup> FLOOR CONFERENCE ROOM.**

Refer all questions relative to the business aspect, Instructions to Bidders, Special Conditions, and questions concerning the technical aspect of the documents to the Purchasing Manager by email at [tamara.pugh@rps205.com](mailto:tamara.pugh@rps205.com).

## ADDENDUM NO. 1

### ROCKFORD PUBLIC SCHOOLS 17-30 Guilford High School Tennis Court Improvements

#### Items Included:

- A. Pre-Bid Meeting Sign-In Sheet
- B. RPS Pre-Bid Conference Opening Statement
- C. RPS Required Bid Forms Checklist
- D. Meeting Minutes

Luke Butz, Maintenance Manager with RPS 205, started the Pre-Bid Conference at 10:00 a.m. by reviewing the Pre-Bid Conference Opening Statement (attached). The information with the Pre-Bid Conference Opening Statement was reviewed in detail, particularly the bulleted items with the attachment and the Required Bid Forms Checklist (attached). Mr. Paul Ertmer with Fehr Graham then gave an overview and summary of the project and associated design plans. Following discussion of the project, attendees were encouraged to walk around the tennis court area and review project details. The questions received at the pre-bid meeting, along with responses, are provided below:

1. What is the anticipated start and end dates for the project?
  - a. Begin Work – 5/22/17
  - b. Substantial Completion – 7/28/17
  - c. Final Completion – 8/4/17
2. How will the staging of materials and access to courts be allowed by RPS?
  - a. Material deliveries will be allowed by RPS to be staged on the adjacent paved parking lot. Contractor will be required to minimize footprint and provide any necessary security measures to prevent vandalism to stored materials.,
  - b. Access to courts shall be done utilizing existing fence gates and access aisles.
  - c. In order to ensure access to the adjacent 5 courts, contractor shall be required to erect a temporary construction fence in the access aisle between the adjacent courts and the work area to ensure pedestrian safety.
3. Will net posts be provided painted?
  - a. The net posts as specified in the plans come from the manufacturer finished. Color to be coordinated with the owner prior to ordering materials.
4. Will the ticket booth/concession stand restrooms be available for worker use?
  - a. Contractor shall provide separate sanitary facilities for worker use.
5. Request was made to verify the dimensions of the courts as shown on the drawings.
  - a. Dimensions for the courts were verified to be correct.
6. It was noted that existing concrete benches are located inside the fence line and would interfere with surface installation.

- a. Contractor shall remove the benches as needed to ensure proper installation of playing surface. Upon completion of the surface installation, the contractor shall place the benches at the original locations. Cost for this work shall be considered incidental to the project.
7. Can a Douglas Center Pipe Anchor (Item #63428) be used in lieu of the eyebolt as shown in the plan details for the net anchor?
    - a. The Douglas Center Pipe Anchor will be accepted as an equal to the eyebolt as shown on the plan details. The Douglas Center Pipe Anchor shall be installed in a concrete foundation per the manufacturers specifications.
  8. Contractor would like to propose a second option for the infill of the "void" under the nets on the southern courts. This option would be to sawcut along each side along the entire length of the void area (approx. 8" OC of the void), remove the asphalt and infill with 4,000 PSI concrete to within 1/8" to 1/16" of the adjacent asphalt
    - a. Note 8 contained within the Tennis Court Surface Preparation notes on sheet 2 of 5 of the plan set addresses the requirements for filling gaps wider than 0.75". As the gap in this area is 3-4" wide, plan note applies. The method requested by the contractor for consideration is acceptable and at the contractor's discretion. However, no additional compensation after bidding will be considered.

**Please note that the bid opening date has been revised. Bid date shall be 2/21/17 at 2pm. Location of bid opening remains as noted in IFB 17-30.**

All contractors will be required to complete and submit all forms as noted in the Required Bid Forms Checklist contained within the bid package. These forms will be required even if the contractor is currently working for Rockford Public Schools under a different contract or holds an IDOT prequalification rating.

Contractors are reminded that all questions regarding the bid package or bid plans must be submitted in writing to Tamara Pugh, Purchasing Process Manager at [tamara.pugh@rps205.com](mailto:tamara.pugh@rps205.com).

The pre-bid conference was then adjourned.

**ROCKFORD PUBLIC SCHOOLS  
REQUIRED BID FORMS CHECK LIST**

**Bid/RFP/RFQ No.: 17-30 Guilford High School Tennis Court Improvements**

**Listed below are the REQUIRED forms all bidders are REQUIRED to submit with sealed bids on or before the bid due date and time. Failure to submit ALL required forms WILL result in bidder being deemed non-responsive.**

Required Forms	Yes	Comments
Bid Security Bond	<input type="checkbox"/>	5% of Base Bid
Bid Form	<input type="checkbox"/>	
Bid Rigging Certification	<input type="checkbox"/>	
Minority and Women Owned Business Concern Representation	<input type="checkbox"/>	
Certificate Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion	<input type="checkbox"/>	
Certificate Regarding Lobbying	<input type="checkbox"/>	
OFAC Compliance	<input type="checkbox"/>	
Vendor Conflict of Interest Disclosure Form	<input type="checkbox"/>	
Certified Cleared Employee List	<input type="checkbox"/>	Complete, sign, and notarize the form. If you are uncertain of which employees will be working on the project, note this information on the form that the employee information will be forth coming BEFORE you start on the project, if awarded the contract.
Asbestos Notification	<input type="checkbox"/>	
Bidder's Certification	<input type="checkbox"/>	
AIA Document A305-1986 Contractor's Qualification Statement	<input type="checkbox"/>	
Form W-9 Department of the Treasury Internal Revenue Service	<input type="checkbox"/>	

**Listed below are REQUIRED FORMS/DOCUMENTS that must be submitted prior to starting work, if awarded the contract. Failure to submit forms below may result in project start delay.**

<input type="checkbox"/> Certificate of Liability Insurance	<input type="checkbox"/> Performance Bond (100% of contract)
<input type="checkbox"/> AIA Document A101-2007 Standard Form of Agreement between Owner and Contractor (as revised by owner)	<input type="checkbox"/> Labor and Material Payment Bond (100% of contract)

## PRE-BID CONFERENCE OPENING STATEMENT

Welcome to the mandatory pre-bid conference for IFB 17-30 Guilford High School Tennis Court Improvements for the Rockford Public Schools.

The purpose of this meeting is to receive input, comments, questions, clarifications and suggested changes relative to this solicitation. As a reminder, the only acceptable changes to the Bid/RFP are formal Addendums published by the RPS Purchasing department. Additionally, the Addendum may address other issues identified by the School District.

The goal of today's meeting is to increase your knowledge of the solicitation as it is written and provide an information mechanism in which you may advise the School District of any changes it should make. Consequently, any changes you wish the Rockford Public Schools to consider must be submitted in writing to the Purchasing department before the deadline as expressed in the solicitation.

We will try to answer as many of the questions as possible. If we cannot answer a question today, we will defer that answer to the published Addendum. Additionally, minutes from this pre-bid conference will be published in the Addendum.

- Bid Opening is scheduled for Friday, February 17, 2017 at 2:00 pm Rockford Board of Education, 6<sup>th</sup> floor Conference Room. Late bids will not be accepted. Faxed or emailed bids will not be accepted.
- Board Approval February 28, 2017
- Bid RFI Procedures - Email Only - All correspondence during the bid process **MUST** be sent to Tamara Pugh, Purchasing Manager at [tamara.pugh@rps205.com](mailto:tamara.pugh@rps205.com) Last RFI will be accepted until February 14<sup>th</sup> at 4:30 pm. Last addendum will be issued by February 15<sup>th</sup> at 4:30 pm.
- Addendums will be emailed to all attendees at the pre-bid conference, posted on the RPS website, Demand Star and the 3 printing companies.
- PLEASE reference the **REQUIRED FORMS CHECK LIST** for all documents that **must** be submitted with your bid offer form. All forms must be properly completed, signed and submitted or your bid will be deemed non-responsive. 5% Bid bond for the Base bid to be included.

I will turn it over to the Project Manager for summary of the project.



PRE-BID MEETING SIGN-IN SHEET

IFB # 17-30 Guilford High School Tennis Court Improvements

Wednesday, February 8, 2017 10:00 am (CST)

	Printed Name	Company Name	Company Address	Telephone	E-mail
1	Luke Butz	RPS 805		781-208-0673	luke.butz@rps805.com
2	Paul Ertmer	Fehr Graham	221 E. Main St., Ste 200 Freeport, IL 61032	815 235-7643	pertrmer@ fehr-graham.com
3	MIKE SORENSIN	SCANDROLI CONST.	855 N. MADISON ST. ROCKFORD IL 61107	845- 997-7592	MIKE.SORENSIN @ SCANDROLI.COM
4	Justin Sorensin	SCANDROLI	855 N. Main St. Rockford, IL 61107	(608) 406- 1631	justin.sorensin @ scandrolis.com
5	Bill KRAMER	NGI AND Fred Kullmann Tennis		620 378-1771	billkramer1951 @ YAHOO.COM
6	Steve M. Pitorec	Midwest Sports Surfaces	520 <del>W</del> N Washington Westmont IL 60559	630-437-0592	MWTENNIS1001.COM
7					
8					